

AN ORDINANCE 2006-06-01-0629

ADOPTING THE 15TH YEAR HOME PARTNERSHIP ENTITLEMENT GRANT (HOME) IN THE AMOUNT OF \$6,611,797.00, \$112,715.00 IN AMERICAN DREAM DOWNPAYMENT INITIATIVE (ADDI) AS CONTAINED IN THE FY 2006-2007 CONSOLIDATED PLAN ANNUAL BUDGET; AUTHORIZING THE FY 2006-2007 HOME PROGRAM; DESIGNATING THE 15TH YEAR HOME PROGRAM FUNDS AND ADDI IN THE AMOUNT OF \$6,724,512.00; ALLOCATING PROGRAM FUNDS TO PROJECTS; ESTABLISHING A REVOLVING LOAN ACCOUNT FOR NEIGHBORHOOD HOUSING SERVICES (NHS), THE NEIGHBORHOOD ACTION DEPARTMENT, AND UU HOUSING ASSISTANCE CORPORATION (UUHAC); AND AUTHORIZING THE SUBMISSION OF THE HOME GRANT TO HUD FOR FY 2006-2007 CONSOLIDATED PLAN ANNUAL BUDGET, CERTIFICATION AND OTHER INFORMATION AS REQUIRED TO HUD.

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WHEREAS, the U.S. Department of Housing and Urban Development (HUD), pursuant to the Housing and Community Development Act of 1974, as amended (Public Law 93-383), provides cities with annual grant support to enable the rehabilitation and development of affordable housing in their urban communities so as to improve conditions for low and moderate income citizens; and

WHEREAS, the City of San Antonio, through its HOME Entitlement Grant (HOME) Program, has administered HOME grant funds annually beginning with fiscal year 1992-1993 (Year 1) and continuing through fiscal year 2005-2006 (Year 14); and

WHEREAS, pending completion of all required administrative procedures required for official HUD release of funds, fiscal year 2006-2007 HOME Entitlement funds in the amount of \$6,611,797.00 and \$112,715.00.00 in American Dream Downpayment Initiative will become available to the City; and

WHEREAS, as required by federal regulation, the Fiscal Year 2006-2007 Consolidated Plan Annual Budget was prepared, encompassing grant funds of the 32nd Year Community Development Block Grant (CDBG), 15th Year HOME, 12th Year Emergency Shelter Grant and the 12th Year Housing Opportunities for Persons with AIDS Grant; and

WHEREAS, citizen recommendations regarding the allocation of the aforesated grant funds have heretofore been received at neighborhood and city-wide meetings and at public hearings, notices of which were duly posted; and

WHEREAS, pursuant to applicable HUD regulations designed to ensure adequate citizen input, a public hearing is required in this instance; and

WHEREAS, the required notice having been duly published, and said public hearing having been held before City Council on May 18, 2006, it is now the desire of the City, having considered the aforesaid citizen recommendations, to approve the HOME Budget as part of the Fiscal Year 2006-2007 Consolidated Plan Annual Budget and to fund the 15th Year HOME Program on the City's books; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The HOME Program Budget of the Fiscal Year 2006-2007 Consolidated Plan Annual Budget is hereby approved and adopted as set forth therein, copies of which are affixed hereto and incorporated by reference herein as Attachment I.

SECTION 2. The City Manager, or, in her stead, a Deputy City Manager, an Assistant City Manager, an Assistant to the City Manager or the Director Housing and Community Development is hereby authorized to submit to the U.S. Department of Housing and Urban Development (HUD) those documents set forth herein as Attachment I, with certifications, as well as such other information as required by HUD for award of the aforesaid entitlement funds.

SECTION 3. Subject to and upon award of the aforesaid grant funds, the City Manager, or, in her stead, a Deputy City Manager, an Assistant City Manager, an Assistant to the City Manager or the Director of Housing and Community Development is hereby authorized to accept same and to execute any and all documents required by HUD in connection therewith.

SECTION 4. The Fifteenth (15th) Year HOME Entitlement Block Grant (HOME) Program beginning October 1, 2006 and terminating September 30, 2007 is hereby authorized.

SECTION 5. Fund No. 25015000 entitled, "HOME ENTITLEMENT BLOCK GRANT FIFTEENTH YEAR" is hereby designated for use in accounting for the above-stated grant and the sum of \$6,724,512.00 is hereby appropriated in said fund for allocations to projects as set out in the detailed budget affixed hereto and incorporated herein for all purposes as Attachment I.

SECTION 6. All projects in HOME Entitlement Program Funds for the 14th year with completed scopes of work are hereby closed and unexpended grant monies and program income in said funds are hereby authorized to be retained by the City in the Unallocated Contingency account for future reprogramming action.

SECTION 7. The City Manager, or in her stead, a Deputy City Manager, an Assistant City Manager, an Assistant to the City Manager, or the Director of Housing and Community Development is hereby authorized and directed to carry out the administration of the Fifteenth (15th) Year HOME Program. Such administration shall include, but not be limited to, the execution of any and all contracts and other documents necessary in connection with the 15th Year HOME Program and the reaffirmation of any and all assurances required of the City by HUD.

SECTION 8. The Director of Housing and Community Development is hereby designated the Program Manager for the HOME Program. Further program responsibilities shall be as follows:

- (a) The Department of Housing and Community Development shall administer and monitor all HOME program and fiscal activities and requests;
- (b) The Human Resources Department shall monitor all projects and sub-agencies as necessary for compliance with all equal employment opportunity rules, regulations, policies and laws;
- (c) The Department of Economic Development shall monitor all projects and sub-agencies as necessary for compliance with local, state and federal MBE-WBE rules, regulations, policies and laws;
- (d) The Community Initiatives Department shall monitor, where applicable, fair housing compliance and shall administer the handling and resolution of complaints related thereto;
- (e) The Office of the City Auditor shall accomplish fiscal and program compliance audits of the sub-grantee agencies in the HOME program in compliance with OMB A-133, and in coordination with the City's annual independent audit; and
- (f) The City Attorney's Office shall provide legal services including, but not limited to, contract and loan development and review and the preparation of legal opinions to resolve questions of regulatory application associated with the development and administration of HUD programs administered by the City's Department of Housing and Community Development.

SECTION 9. The personnel classifications and pay ranges set forth in Attachment II affixed hereto and incorporated herein for all purposes are hereby authorized for carrying out aspects of the approved 15th Year HOME Program.

SECTION 10. The Finance Department is hereby authorized and directed in its payments to other agencies to follow drawdown procedures established by both the City of San Antonio and HUD, whereby HOME funds shall be drawn down prior to other funds in the case of multi-funded projects where not in conflict with other federal requirements. The Finance Department is further directed to ensure that prior to processing any and all fiscal requests related to Fund Number 25015000 HOME accounts, each such request has received prior compliance review and approval by the Director of Housing and Community Development, or his designated representative, and such review and approval has been indicated by their signatures or initials affixed to said fiscal requests.

SECTION 11. The City Manager, or in her stead, a Deputy City Manager, an Assistant City Manager, an Assistant to the City Manager, or the Director of Housing and Community Development is hereby directed to monitor all HOME-funded project activities so as to assure compliance with goals and objectives adopted by City Council; substantial fiscal or programmatic changes thereto shall in all cases be approved by City Council.

SECTION 12. The City Manager, or in her stead, a Deputy City Manager, an Assistant City Manager, an Assistant to the City Manager, or the Director of Housing and Community Development is hereby given authority to approve the 15th Year HOME Program Administrative budget for the City's Department of Housing and Community Development with a total budget not to exceed that set forth pursuant to Attachment I affixed hereto.

SECTION 13. The San Antonio Neighborhood Housing Services (NHS) [CHDO] is hereby authorized to establish the HOME Revolving Loan Fund for its HOME-funded housing programs, and loan repayments and interest, designated as program income, are hereby authorized to be deposited in 2006-2007 in said Revolving Loan Fund. Funds therein shall be used for additional loans in compliance with the NHS HOME housing programs, as incorporated in the HOME Policy Guide and as approved by the City. San Antonio NHS shall report program income revenues and expenditures to be received by the Housing and Community Development staff by no later than the tenth (10th) calendar day of each month. In compliance with HUD regulations, the Finance Department, upon receipt of the revenue and expenditure reports, is hereby authorized to incorporate the program income in Fund Number 25015000, and to appropriate said amounts to HOME Project entitled "NHS REVOLVING LOAN ACCOUNT."

SECTION 14. The Neighborhood Action Department is hereby authorized to establish a HOME Revolving Loan Fund for its HOME-funded Owner-Occupied Rehabilitation and Reconstruction, Home Ownership Incentive Program (HIP), and Rental Rehabilitation Programs, and loan repayments and interest, designated as program income, are hereby authorized to be deposited in 2006-2007 in said Revolving Loan Fund. Funds therein shall be used for additional loans in compliance with the Neighborhood Action Department housing programs, as incorporated in the HOME Policy Guide and as approved by the City. The Neighborhood Action Department shall report program income revenues and expenditures to be received to the Housing and Community Development staff by no later than the tenth (10th) calendar day of each month. In compliance with HUD regulations, the Finance Department, upon receipt of the revenue and expenditure reports, is hereby authorized to incorporate the program income in Fund Number 25015000 and to appropriate said amounts to HOME Project entitled "NEIGHBORHOOD ACTION REVOLVING LOAN ACCOUNT."

SECTION 15. The U.U. Housing Assistance Corporation (UUHAC) [CHDO] is hereby authorized to establish the HOME Revolving Loan Fund for its HOME-funded housing programs, and loan repayments and interest, designated as program income, are hereby authorized to be deposited in 2006-2007 in said Revolving Loan Fund. Funds therein shall be used for additional loans in compliance with the UUHAC HOME housing programs, as incorporated in the HOME Policy Guide and as approved by the City. UUHAC shall report program income revenues and expenditures to be received by the Housing and Community Development staff by no later than the tenth (10th) calendar day of each month. In compliance with HUD regulations, the Finance Department, upon receipt of the revenue and expenditure reports, is hereby authorized to incorporate the program income in Fund Number 25015000, and to appropriate said amounts to HOME Project entitled "UUHAC REVOLVING LOAN ACCOUNT."

SECTION 16. The Housing and Community Development Director is hereby authorized to execute any and all agreements with sub-recipient and/or City departments for each project delineated in Attachment I. Further, the Director of the Neighborhood Action Department is hereby authorized to execute any and all loan documents in connection with the Homeownership Incentive Program, Owner-Occupied Housing Rehabilitation, Rental Rehabilitation and housing revitalization projects delineated in Attachment I. Sub-recipient contracts and project loan documents are hereby required to contain acceptable detailed performance indicators for each project and the information for such contracts and loan documents must be finalized by no later than November 1, 2006 in order to facilitate their execution. The Directors of the Housing and Community Development and Finance Departments are hereby authorized to cancel and move the full budget allocation provided to any project for which acceptable required loan document information or performance indicators are not provided, or for which information for contract/loan document execution has not been received by the appropriate City department by November 1, 2006, to the HOME Contingency Account in preparation for timely reprogramming to other eligible activities. Additionally, the Housing and Community Development Director is hereby authorized to cancel any project activity set-up in the HUD IDIS system for which no activity is evidenced for a forty-five (45) day period.

SECTION 17. The Director of Housing and Community Development is hereby authorized to cancel and reprogram any and all budget allocations provided to any project, in the event any sub-recipient contract and/or interdepartmental agreement is not executed by January 1, 2007.

SECTION 18. All Assistant City Managers, Assistants to the City Manager, and the Director of Housing and Community Development are hereby designated and authorized as representatives of the City Manager for the purpose of HOME program administration and communication with HUD.

SECTION 19. The City Manager, or in her stead, a Deputy City Manager, an Assistant City Manager, an Assistant to the City Manager or the Director of Housing and Community Development is hereby authorized to approve budget adjustments within project allocations to conform with actual expenditures if line item cost overruns occur or are anticipated.

SECTION 20. The City Manager, or in her stead, a Deputy City Manager, an Assistant City Manager, an Assistant to the City Manager or the Director of Housing and Community Development Director is hereby authorized to complete all documents required by HUD to officially close projects and program financial records following completion of the contracted scope-of-work.

SECTION 21. The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, SAP GL Account Numbers as necessary to carry out the purpose of this Ordinance.

SECTION 22. This ordinance shall be effective on and after the 11th day of June, 2006.

PASSED AND APPROVED this 1st day of June, 2006



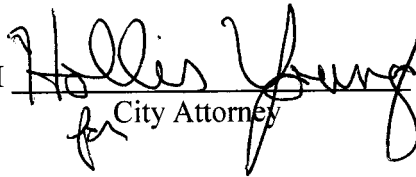
M A Y O R

PHIL HARDBERGER

ATTEST:


City Clerk

APPROVED AS TO FORM


for City Attorney

Agenda Voting Results

Name: 4B.

Date: 06/01/06

Time: 11:10:18 AM

Vote Type: Multiple selection

Description: An Ordinance adopting the 15th Year HOME Partnership Entitlement Grant (HOME) in the amount of \$6,611,797.00, \$112,715.00 in American Dream Downpayment Initiative (ADDI) as contained in the FY 2006-2007 Consolidated Plan Annual Budget; authorizing the FY 2006-2007 HOME Program; designating the 15th Year HOME Program Funds and ADDI in the amount of \$6,724,512.00; allocating program funds to projects; establishing a revolving loan account for Neighborhood Housing Services (NHS), the Neighborhood Action Department, and UU Housing Assistance Corporation (UUHAC); and authorizing the submission of the HOME grant to HUD for FY 2006-2007 Consolidated Plan Annual Budget, Certification and other information as required to HUD.

Voter	Group	Status	Yes	No	Abstain
ROGER O. FLORES	DISTRICT 1		x		
SHEILA D. MCNEIL	DISTRICT 2		x		
ROLAND GUTIERREZ	DISTRICT 3		x		
RICHARD PEREZ	DISTRICT 4	Not present			
PATTI RADLE	DISTRICT 5		x		
DELICIA HERRERA	DISTRICT 6		x		
ELENA K. GUAJARDO	DISTRICT 7		x		
ART A. HALL	DISTRICT 8		x		
KEVIN A. WOLFF	DISTRICT 9		x		
CHIP HAASS	DISTRICT_10		x		
MAYOR PHIL HARDBERGER	MAYOR		x		

ATTACHMENT I

Proposed FY 2006-2007
CDBG and HOME Budgets

SOURCES

HOME Revenues

FY 2006-2007 HOME Entitlement	6,611,797.00
FY 2006-2007 ADDI	<u>112,715.00</u>
Total FY 2006-2007 HOME Revenues	6,724,512.00

<i>Proposed HOME Allocations</i>	<u><i>Proposed</i></u>	<u><i>% Allocation</i></u>
ADDI Allocation	112,715.00	
CHDO Set-Aside	1,660,000.00	25%
HOME Administration {HCD}	661,179.00	10%
Available for Housing Incentives	<u>4,290,618.00</u>	65%
Total FY 2006-2007 HOME Allocations	6,724,512.00	

USES

ADDI Allocation

Neighborhood Housing Services	<u>112,715.00</u>
Total ADDI	\$112,715.00

CHDO Set-Aside First-Time Homebuyer Programs

American Sunrise {JT Brackenridge Parade of Homes}	100,000.00
Avenida Guadalupe Association	150,000.00
NHS First-time Homebuyer Program	560,000.00
Our Casas Resident Council	50,000.00
San Antonio Alternative Housing People Helping People	<u>800,000.00</u>
Total CHDO Set-Aside	\$1,660,000.00

HOME Administration

HOME Monitoring and Oversight {HCD}	<u>661,179.00</u>
Total Administration Allocation	\$661,179.00

Housing Incentives {Homeownership Incentives and Related Activities}

Dangerous Structures Determination Board (DSDB)	
Assistance Fund	125,000.00
NAD Owner-Occupied Rehab/Reconstruction	2,535,618.00
NAD Rental Rehabilitation	500,000.00
NHS Rehabilitation for the Disabled	330,000.00
UUHAC Housing Rehabilitation Program	<u>800,000.00</u>
Total Housing Incentives	\$4,290,618.00

Total Proposed HOME Allocation	\$6,724,512.00
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ATTACHMENT II

CDBG FUNDED PERSONNEL CLASSIFICATIONS & PAY RANGES

MONITORING & OVERSIGHT *Housing & Community Development*

<u>Job Class</u>	<u>Job Title</u>	<u>#of Positions</u>	<u>Business Area</u>
1020	Community Development Director	1	3100
0937	Community Development Coordinator	2	3100
0156	Contract Coordinator	1	3100
1076	Executive Secretary	1	3100
0046	Management Analyst	1	3100
0933	Community Development Analyst	17	3100
0040	Administrative Assistant I	1	3100
0014	Secretary II	1	3100
0909	Customer Service Representative	1	3100

HOUSING OPERATIONS ADMINISTRATION *Neighborhood Action*

0040	Administrative Assistant I	1	6100
0041	Administrative Assistant II	2	6100
0910	Sr. Customer Service Representative	1	6100
0892	Fiscal Officer	1	6100
0846	Neighborhood Renewal Manager	1	6100

HOUSING RESOURCES ADMINISTRATION *Neighborhood Action*

0014	Secretary II	1	6100
0561	Construction Specialist Supervisor	3	6100
0559	Construction Specialists II	1	6100
0558	Construction Specialists I	5	6100
0555	Sr. Construction Inspector	1	6100
0910	Sr. Customer Service Representatives	1	6100
0892	Housing Loan Officer	4	6100
0979	Housing Loan Coordinator	1	6100
0870	Special Projects Coordinator	1	6100

CODE COMPLIANCE

0506	Code Enforcement Investigators	4	30-01-07
0517	Neighborhood Services Coordinator	1	30-01-07

CDBG FAIR HOUSING ADMINISTRATION

ATTACHMENT II

Community Initiative

<u>Job Class</u>	<u>Job Title</u>	<u>#of Positions</u>	<u>Business Area</u>
0017	Secretary I	1	3800
0918	Program Manager	1	3800
0971	Case Worker II	4	3800

CDBG /HOME GRANTS ACCOUNTING *Finance*

0927	Financial Accountant	1	0700
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NEIGHBORHOOD COMMERCIAL REVITALIZATION ADMINISTRATION *Neighborhood Action*

0040	Administrative Assistant I	1	6100
0161	Senior Planner	1	6100
0923	Sr. Economic Development Spec.	1	6100

LEGAL ADMINISTRATION *City Attorney's Office*

0015	Paralegal	1	0600
0063	Assistant City Attorney II	1	0600
0065	Assistant City Attorney III	1	0600
0093	Legal Secretary	1	0600

ESG/ HOPWA ADMINISTRATION *DCI, Community Action Division*

0046	Management Analyst	1	3800
0961	Caseworker I	1	3800
0971	Caseworker II	2	3800

Empowerment Zone Outreach & TA *Economic Development*

0923	Sr. Economic Development Specialist	1	1600
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